



**Pullman Parks & Recreation  
Lawson Garden Committee  
January 6, 2016, 3:30 pm  
Pioneer Center, 240 SE Dexter St., Barley Room**

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\_\_\_\_ Mitch Chandler

\_\_\_\_ Kim Keizur

\_\_\_\_ Mick Nazerali

\_\_\_\_ Pam McEachern

\_\_\_\_ Karlene Beaumont

1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. APPROVE MINUTES
  - a. September 9, 2015
4. REPORTS
5. OLD BUSINESS
  - a. Holiday Card in December
  - b. Future Fundraising Planning
6. NEW BUSINESS
7. ADJOURN



## Pullman Parks & Recreation Lawson Garden Committee **MINUTES: September 9, 2015**

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Mitch Chandler called the regular meeting of the Lawson Garden Committee to order at 5:32 pm at the Large Conference Room, City Hall, 325 SE Paradise St., Pullman. Others present were Kim Keizur, Pam McEachern, and Karlene Beaumont. City of Pullman, Parks & Recreation employees Alan Davis, Park Manager, and Cathy McElderry, Administrative Specialist, were also present.

### **AGENDA/MINUTES:**

- A. **MOTION:** Kim Keizur made a motion to adopt the agenda for the Regular Meeting of September 9, 2015. Pam McEachern seconded. Passed unanimously.
- B. **MOTION:** Pam McEachern moved to accept the minutes for July 8, 2015. Kim Keizur seconded. Passed unanimously.

### **REPORTS:**

- A. Alan reported that 2 donations have been received and copies of those receipts are included in the meeting packet. Mitch gave Alan another \$100 donation that someone had given him recently as well. Alan also reported that the display of photos of the garden house have been on display at the Pioneer Center and that several people had stopped by to look and ask questions. Kim reported that she spoke with the Neills and they were concerned about the garden house bathrooms being open late and that it may cause issues. Alan said there is a good possibility that those bathrooms would close early in order to prevent vandalism and other possible issues.
- B. He reported that there is still some stream work to be done on the lower section of the garden, the rose garden bench is looking very good, and that tulip bulbs will be available again soon.

### **OLD BUSINESS**

- A. Event Follow-up: Alan reported that there are water bottles left over that can be used for future events. It was estimated that roughly 20-25 people were in attendance and that the event was cleaned up by approximately 8:00 pm. It was felt that the event was very successful in getting the word out. Alan reported that Kevin Kirkman expressed an interest and requested further information. It was also discussed that the possible future donor that had been previously discussed has the donation tied up with estate planning.
- B. Future Fundraising: Discussion was held regarding future fundraising ideas including a possible Christmas themed event and possibly a future scavenger hunt during the spring or summer. It was decided to have a public open house on Thursday, Oct. 1<sup>st</sup> from 4:00-6:00 pm. Water will be available but no food will be served. The event will be promoted as much as possible including the Parks & Recreation website, Facebook, possibly the Daily News, the Evergreen, and the water bill insert. It was also decided that information should go out in the Community Update in November and a holiday card with donation information will be sent to the previous invitation list at the beginning of December.

**NEW BUSINESS:**

- A. New meeting time, location, and date: A discussion was held regarding moving the meeting to accommodate all committee members' schedules better and also to change location in order to avoid schedule conflicts for space at City Hall. It was also discussed that the meeting frequency should be increased to every month while fundraising efforts were underway and that the date should be changed to the 1<sup>st</sup> Wednesday of every month to help with schedules for members as well.
- B. **MOTION:** Pam McEachern made a motion to change the meeting date to the 1<sup>st</sup> Wednesday of every month at 3:30 pm and that the location be changed to the Pioneer Center. Kim Keizur seconded. Passed unanimously.

**ADJOURNMENT:**

**MOTION:** Kim Keizur made the motion to adjourn at 6:00 pm, Pam McEachern seconded. Passed unanimously.

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Mitch Chandler, Chairperson

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Alan Davis, Park Manager